

5. Who will be responsible for overall security of controlled substances? Include name, title, home address, DOB and SSN.

James Hanchett Lab Supervisor II

6. What will be the procedures for handling the controlled substances?

Ordering: Original copy of DEA Form 222 and DEA Form 223 (copy) mailed to suppliers physical address.

Receiving: Log in controlled substances on receipt.

Storing: Store in locked metal cabinet.

Utilizing: Measure and record removal from locked cabinet.

7. What security measures will be employed to keep the controlled substances secure?

Locked in metal cabinet in room with direct alarm (glass break, entry and IR) to University of Massachusetts Police Department.

8. Who will be handling the controlled substances? (List anyone who has key access to the controlled substances.) Name/Title/Home Address/DOB/SSN/DEA#.

James Hanchett Lab Supervisor II

9. What type of safe, cabinet, locker, and/or drawer will you be keeping the controlled substances in? Metal storage cabinet.

10. What are the dimensions of the safe, cabinet, locker and/or drawer? (L x H x W)
36" x 78" x 18"

11. What is the safe, cabinet, and/or locker/drawer constructed of? (e.g., steel, aluminum, wood, plastic, etc.) Steel

12. How much does it weigh? 75 lbs.

13. Is it bolted permanently to a wall or the floor? No

14. Is the safe, locker, cabinet and/or drawer in a locked office? Yes

15. What is the exact location of the controlled substances? (e.g., room number, name of building, floor, etc.) Room N236 Morrill I

16. How will you obtain the controlled substances? (e.g., who do you order from?)

Name/Address/DEA #. I don't have their DEA #

Sigma, Forensic Chemistry, 3050 Spruce St. St. Lois MO 63103

Cerilliant, 811 Paloma Drive Suite A Round Rock YX 78655

USP Reference Standards Order Dept. 12601 Twinbrook Parkway Rockville MD 20852

17. Who is responsible for record keeping? (e.g., ordering, taking initial inventory and biennial inventory of controlled substances.) Name/Title/Address/DOB/SSN.

James Hanchett